

# **Adult Religious Exploration Committee Charter**

## **July 1, 2018 to June 30, 2019**

### **General Purpose:**

Adult Religious Exploration is about transformation – of the individual, our UUSM community, and the larger society. Participation in Adult RE helps us grow in wisdom, compassion and ethical living.

Exploration is a vital part of our adult lives as Unitarian Universalists. By learning, discovering new perspectives, and working towards deeper understanding of ourselves, one another, and our world we become part of a greater whole working for peace and justice.

### **Annual objectives and mission linkage:**

We seek to offer Programs which demonstrate a compassionate, respectful and insightful environment where each of us can openly and honestly explore what is true for us; where each of us is respected; where spiritual emotional and intellectual growth are stimulated and encouraged; where the process is open and democratic; where our interdependence with all life on earth is recognized and honored; and where the transforming power of love and respect is acknowledged.

**For the Congregational Year 2018/2019**—the Adult RE Committee's objectives include

- Have a fUUsion group for Young Adults 18-35 years of age by 6/2019
- Increase our pool of facilitators and new offerings.
- Increase participation in our Programs through more effective marketing, tracking feedback forms at the end of a Program, and targeting needs better.
- Reach out to other congregations with successful Adult RE programs and find their "best practices" – what do they do differently and what works well for them.
- To have an Adult RE Retreat midsummer so that we have time to get perspective on how we're doing and plan for 2019.
- Develop a Facilitator Packet conveying facilitator's responsibilities, information and forms.
- Become more familiar with the UUA site regarding Adult RE programs.
- Collaborate with Children and Youth RE Committee as appropriate.
- Collaborate with the Membership Committee in developing a course such as UU101 that can help visitors, new members, and long-standing members move into more involvement and leadership within the church.
- Increase our ability to serve the larger community by collaborating with Peace, Social Justice and Sustainability

### **Outcome Measurements by the end of the church year:**

- Each of the 8 core areas of exploration will have at least 1 offering.
- fUUsion will meet at least 4 times.
- Adult RE will offer at least one educational program that coincides with/supports a social action project of Peace, Social Justice and Sustainability.

- Adult RE will sponsor at least one educational program that supports the Membership Committee.
- We will examine at least 4 other UU Adult RE websites during the year to get ideas for developing our programs.
  - Beginning in June 2018, each facilitator will be given a Facilitator Packet, which includes feedback forms and attendance lists. They will be assigned a Liaison from the Adult RE committee who will help them understand and follow through with the Packet's instructions.

### **Leadership and membership:**

- The Adult RE Committee is an ongoing group of at least 4 people along with the Director of Religious Exploration (DRE.) There are no term limits on service.
- Committee members must be members of UUSM.
- Any congregation member can ask to join the committee, and/or any committee member can recruit someone they consider to be a promising candidate. In order for a member to be able to take the time to understand, shape and contribute to the Adult RE Program, we ask that they be willing commit to a minimum of a two years once they join. The procedure is as follows:
  - A person interested in joining visits at least one meeting.
  - They then meet with the DRE or Chair to discuss their intention.
  - The committee votes by consensus at the next meeting.
  - Our Committee recruits new members when we experience the need, rather than at a pre-established time. There is no pre-established maximum number.
- Committee positions are as follows. A person may hold more than one position at the same time. Chair/Facilitator, Time Keeper, Minutes taker, Chalice Lighter/Reader, Process Observer, Facilitator Liaison

### **Specific duties of the Adult RE Committee:**

- Design a relevant, meaningful, and balanced Adult RE program that meets the needs of our congregation, addresses each of the 8 core areas and serves the overall mission/vision of the church. The 8 core areas are: Unitarian Universalism, Jewish and Christian Heritage, World Religions, Personal and Spiritual Growth, Spiritual Practice, Peace and Justice, The Interdependent Web and Sustaining Beloved Community.
- Monitor completed and ongoing programming.
- Connect and be in dialogue with congregation members about their interests and needs as well as their knowledge and skills as potential program facilitators.
- Help promote and boost awareness of Adult RE programming via newsletter, weekly announcements, flyers, social media and word of mouth as appropriate.
- Develop appropriate policies/procedures/forms for efficient and effective administration of RE Programs, such as: course evaluation and proposal forms, policies about the criteria for acceptance or rejection of a course proposal, and whether a facilitator must be a member or sponsored by a member.

**Annual budget and spending authorities:**

- The annual budget for 2018-2019 church year is \$400.
- The Adult RE Committee is permitted to spend up to its budget-defined limit without further review. If the Committee exceeds its budget, or seeks additional funding, it must receive written approval from the Finance Committee.
- If the Adult RE Committee offers income-producing events, these monies shall not supplement the Committee's budgeted spending limit. All such monies shall be deposited to the RE Fund with a notation "Adult RE".
- Members of the Adult RE Committee shall communicate with the DRE before making purchases and adhere to all RE policies regarding reimbursement of expenses and money handling.

**Reporting requirements:**

- The Adult RE Committee shall submit an annual report each year as part of the congregation's annual reporting process.

**Authorities Reserved to the Board:**

- The Board of Trustees approves the committee's charter and annual working budget.
- The Finance Committee provides oversight of overall church budget, including Adult RE.

**Relationship to Professional Staff:**

- The Director Religious Education (DRE) is a full and voting member of the Adult RE Committee.
- The Adult RE Committee will work with the DRE to ensure the offerings are in alignment with the mission, vision, and values of the church.
- The DRE has ultimate accountability for all actions and decisions of the Committee.
- The Committee must consult with the DRE about all decisions regarding policy, conflicts with facilitators, and other challenges.
- The Adult RE Committee will coordinate with the DRE regarding communication with the Children and Youth RE.
- A member of the Adult RE Committee will volunteer to "sponsor" each facilitator. This sponsor will oversee facilitators' communication with the Church Administrator, the Administrative Assistant, and the person in charge of the calendar and the room assignments.
- A member of the Adult RE Committee will volunteer to collect promotions for the monthly newsletter by the 12<sup>th</sup> of each month and submit them to the volunteer in charge of the newsletter.